



GUIDELINES

GUIDELINE D.01 – Stairwell Identification Signage Requirements

D.01.1 PURPOSE

The purpose of this guideline is to provide details and descriptions of signage required for stairway identification in accordance with the California Fire Code.

D.01.2 SCOPE

This guideline shall apply to all buildings within the City of Newport Beach required to provide stairwell identification by other codes, regulations and ordinances.

D.01.3 REQUIREMENTS

Size. Signs shall be a minimum of 12 inches by 12 inches.

Stairway Identification. The stairway identification, such as “Stair A,” shall be placed at the top of the signs in 1 inch high block lettering with ¼-inch stroke. All stairways shall have letter designations rather than number or compass designations. The Fire Department shall determine the stairway letter designation.

Upper Terminus. The stairway’s upper terminus, such as ROOF ACCESS or NO ROOF ACCESS, shall be placed under the stairway identification in 1 inch high block lettering with a ¼-inch stroke.

Floor Level Number. The floor level number shall be placed in the middle of the sign in 5-inch high lettering with a ¾-inch stroke. The mezzanine levels shall have the letter “M” preceding the floor number. Basement levels shall have the letter “B” preceding the floor number

Lower Terminus. The lower and upper terminus of the stairway shall be located at the bottom of the sign in 1-inch high block letter with a ¼ inch stroke.

